

**HEDGE END TOWN COUNCIL - MINUTES OF A MEETING OF THE RECREATION & AMENITIES
COMMITTEE HELD 12TH SEPTEMBER, 2012**

Cllrs. Present: Cllr. Peter Hughes, Cllr. Derek Pretty (from 1930 hrs.), Cllr. Jane Welsh (Chair), Cllr. Ray Worley

R18 Apologies: Cllr. Margaret Allingham, Cllr. Sheila Baynes, Cllr. Keith Day, Cllr. Jenny Hughes.

With effect from the close of business hours today, all communications have been checked for the receipt of apologies.

**R19 Minutes & Matters Arising
Meeting of 11th July, 2012**

R14, an order and planning application have been submitted. Noted.

R17, the tenancy is now in place. Noted.

The minutes were approved and signed by the Chair.

R20 Correspondence:

1) Re Dowd's Farm Park – Leisure Programme Board – Project End Report. EBC officers are formally closing off their internal project management procedure and have suggested that two public art items should be improved: i) the "Wheatsheaf" is now lost within planting and could be mounted on a plinth to give it a higher prominence and ii) the "Fish" is similarly positioned and now that the Lake is fully matured could be mounted on a concrete plinth and set at surface water level into the lake or relocated on land closer to the lake. Furthermore, DTC has requested £500 for improved information panels to meet with Green Flag and a further £5,000 will be released to HETC which will be ring fenced for Green Flag requirements.

Resolved: That the "Wheatsheaf" be repositioned as described and the "Fish" be mounted within the lake at surface water level.

2) Notification of the Small Grants Scheme COUNTRYSIDE ACCESS which has a budget of £50,000 for 2012, to help fund projects to improve countryside paths and encourage people to explore more of their local countryside. The final closing date for projects costing more than £2000 is 28th September and projects at less than £2,000 applications up to 30th November. Could Bridget Mary Gardens and the bridges to Goodalls Lane be a project for such funding? The bridges have been vandalised and require substantial repair and perhaps it may be useful to utilise a vandal proof product such as Enviropol to construct a replacement.

Resolved: That the clerk investigate costs to improve the Woodland Walkway with gravel and if materials exceed £2,000, ensure that application is made for this project prior to the deadline of 28th September, 2012.

3) Paul Behan, Manager, Hedge End Club FC, resident team for fixtures at Greta Park makes application for continued hire for the next season, together with a copy of Public Liability Insurance. **Resolved: To approve this application.**

4) David Helps, Manager, Hedge End Town FC, resident team for fixtures at Greta Park provides a copy of Public Liability Insurance. Noted.

5) Andy Gregory, Manager, Hedge End Social Club FC, makes application for the hire of

RECREATION & AMENITIES COMMITTEE

MEETING OF 12TH SEPTEMBER, 2012

Greta Park for fixtures in the 2012/13 season and provides a copy of Public Liability Insurance. **Resolved: To accept this application with the proviso that fixtures commence as soon as the “top” pitch of Greta Park becomes playable (expected date October, 2012) and that fixtures are arranged on alternate dates to those of Hedge End Club FC.**

- 6) Notification of the Town Council’s successful grant application to the Woodland Trust for a Community Tree Planting Pack of 420 Trees of Ash, Silver Birch, Wild Cherry, Common Oak, Rowan and a Royal Oak Sapling to be planted in Dowd’s Farm Urban Park in celebration of Queen Elizabeth’s Diamond Jubilee Year. Trees will be delivered by 10th November and must be planted soon thereafter. Arrangements are being made to publicise a planting event from 10.00 a.m. to 2.00 p.m. on Saturday 17th November and it is hoped that members of the Grounds Staff Team will join volunteers with guidance, instructions and to determine location of planting. Mr. Dewey raised concern as to how the whips would be maintained within meadow grass, obviously grass would need to be cut, or planting would soon have an unkempt appearance. **The clerk is instructed to seek guidance from the Woodland Trust and arrange a pre-planting site meeting for Councillors and the Head Groundsman to discuss preferred planting sites within the park.**

R21 To approve Information Board - Dowd’s Farm Urban Park

Resolved: To approve the design and context of the prepared Information Board and the clerk instructed to order up to 3 boards at a size 840mm x 590mm.

- R22 The Chairman’s Field Report on Open Spaces.** The Chair reported upon the Committees’ tour of open spaces on 8th August, visiting Turnpike Way Sports Field, the Allotments, Norman Rodaway Sports Field, Woodhouse Lane Leisure Park and Nelson’s Gardens Play Area. Turnpike Way Cricket pitches are doing well and whilst the Committee examined a suitable area for the planting of a Wildflower Garden it was decided to postpone this project until such time as the refurbishment of the car park is determined. The Allotments proved quite an eye-opener for members who were unfamiliar with the site and they were very impressed. The Chair took the opportunity to explain the Cultivation Inspection process. Unfortunately, the neighbouring site of Morant Copse was disappointing and has been neglected - this may be an area that the Grounds Staff could attend to coppicing and tidying in general during the Winter months. Mr. Dewey’s concern for the Copse being used as a short cut to the A27 and safety factors were taken into consideration and he was assured that access will remain prohibited and Council may have to address perimeter fencing in future budgets. Hampshire League Pitch improvements at Norman Rodaway Sportsfield have been completed with the exception of floodlighting. The appearance of a “race course” has to be measured against the prestige and advancement the facility will give to local footballers. Members were able to speak to young people at the Skateboard Park in Woodhouse Lane and learn the enthusiasm for the new extension. It can become a little muddy but generally very happy with the facility. Nelson’s Gardens Play Area - members felt that a little upgrading rather than refurbishment was required.

RECREATION & AMENITIES COMMITTEE

MEETING OF 12th SEPTEMBER, 2012

The clerk is instructed to make enquiries as to whether a contractor could be employed to replace the soft pore surface, improve and not replace the existing large play apparatus, remove two pieces of play equipment and replace with two smaller springers and a picnic table.

Cllr. Derek Pretty expressed his concern with regard to the maintenance performance within the immediate area and once HETC responsibilities has been established, a more focussed and urgent improvement to the outlook is required.

- R23 To approve HETC Bee Keeping Policy .** Cllr. Keith Day has revised the policy and advises that most of the words are from the original paper and that he has tried to separate out the actual policy statements (what we will expect beekeepers to do and what we will do as a Council) from the background information for beekeepers and other allotment holders.
Resolved: To adopt the revised policy.

- R24 Paddling Pool Rubber Crumb Surface - Refurbishment Winter 2012/2013?** *To find necessary budget.* **The clerk is instructed to obtain quotations.**

- R25 Nelson's Gardens Play Area** - as discussed R22.

- R26 To consider a request to Graffiti the Acoustic Fence, Woodhouse Lane - Street Pastor Patrol Report.** A request from young people has been conveyed via a Street Pastor Patrol Report. They thought it would be best undertaken professionally. DTC has raised this proposal with the Head of Development Control, Caroline Thomas, in view of the conditions placed with planning consent and she confirms *"I have agreed with the case officer, Nicola Reid, the best way to deal with this from a planning perspective. If the Committee agree to proceed with this idea, I suggest you Email Nicola Reid on the size and location of fence to be used and the detail (if known) of the decoration. This can be dealt with as an amended discharge of condition under the original discharge of condition application. If you were to do nothing and the fence became covered in graffiti over time the question is whether it becomes detrimental to the visual amenity of the area. Section 215 of the Town & Country Planning Act provides the powers for enforcement action to be taken if land or buildings become an eyesore for the general public. Planning enforcement often deal with complaints about derelict properties, out of control gardens and more often rubbish and white goods dumped in gardens. If graffiti is not controlled you may find local residents start complaining about the fence."* Also within the Patrol Report was criticism of the location of the sports unit sited in the Norman Rodaway Sports Field, in that it was not utilised due to balls being punctured in the undergrowth behind. The protective framework behind the goal mouth is quite small. **The clerk is instructed to make enquiries with regard to obtaining a grant for a design and professional guidance to graffiti that can be submitted for Planning approval. With regard to the Sports Unit, the clerk is instructed to arrange a general clearance of brambles and a cutback of undergrowth to improve this facility.**

- R28 To consider application for a Charity Family Fun Day in aid of Friends of PICU - Turnpike Way or Norman Rodaway Summer 2013.** A request to Council for the approval of a Family

RECREATION & AMENITIES COMMITTEE

MEETING OF 12TH SEPTEMBER, 2012

Fun Day in aid of the Charity. Preliminary dates would either fall during the last two weeks in July or the first two weeks in August and preference would be for a Sunday. Would there be a cost involved and what facilities would the Council provide, e.g. bar, toilets, public liability insurance, electricity points outside. **Resolved: To agree in principal to the use of the Norman Rodaway Sportsfield once the Council can consider a firm date and a full Risk & Management Assessment. It must be clear, however, that the use of the grounds will not be fully exclusive, and Council cannot assist with a bar, public liability insurance or outside electricity points. However, hire will be free of charge.**

R29 To clarify new hire rates associated to Local Non Profit Making Organisations (Monday to Friday) - Weekends? Resolved: To confirm that this rate will not apply to weekend hire.

R30 To consider application to donate a Park Bench by Plymouth Brethren Christian Church Resolved: To approve a timber constructed park bench to be placed in the Recreation Ground on the boundary with 2000 Centre, to be maintained by the Council following donation.

R31 Head Groundsman's further report - to discuss machinery, manpower, equipment requirements, staff training to offer further Burial Services.

The following are presented in priority order:

1. Timberwolfe Chipper - this equipment is required to undertake the type of heavy duty shredding that is required to maintain devolved open spaces recently acquired from EBC and those that are anticipated in the near future and would be at a cost of approx. £15,000. **The clerk is instructed to obtain quotations with a purchase date in March, 2013.**
2. To obtain maximum use of the current Tractor and in support of multi-tasking, lifting and loading facility at the new Grounds Depot, as well as grass cutting and flailing - a Compact Tractor with a front loader and rear mounted side arm flail. This would also provide a more regular service to sites, which can currently only be undertaken on a rotational basis. **The existing tractor must be utilised with new attachments.**
3. An optional priority, depending upon the view of Council with regard to Grave Preparation and when it would be feasible to include this as part of the Burial Services. A small excavator and transportable, twin wheel base trailer would be required at a total cost of approx. £23,000 plus training costs.
Or, a large truck is required with a tipper - manpower and time would be improved and this would be an essential asset to grounds maintenance, also at £23,000 approx. **Members agreed upon pursuance of Burial Services and defer a decision until a policy has been agreed.**
4. A sit on grass cutter similar to a Yanmah at £15,000. **Defer.**
5. An FT510 Dennis Mower for the Bowling Green £5,000. **Defer.**

Manpower is definitely a priority and an extra member of staff would ease the continued and increasing demand of services required from the grounds team.

RECREATION & AMENITIES COMMITTEE

MEETING OF 12TH SEPTEMBER, 2012

To offer further Burial Services, COTS fees for College Based Courses would be as follows:

Course 1 - Health & Safety and the Burial Process, a four day course at £610 covers tuition, assessment and certification.

Course 2 - Excavator Operation. A three day course at £610.00.

- R14 To consider application A. H. Rogers Funeral Directors for use of the 2000 Centre Car Park during Service of Dedication - 22nd September, 2012. Resolved: To refuse the application on the grounds of setting a precedent that could potentially lead to numerous other requests for use of the 2000 Centre car park when it is essential to maintain usage specifically for those hiring the facilities, visitors to the Recreation Ground and Paddling Pool, Council members and staff.**